



Facility Use Application
Department of Parks, Recreation and Neighborhood Services

FACILITY INFORMATION:

Facility Name/Address: _____

Room(s) requested: _____ Equipment requested: _____

Type of event: _____ Estimated Attendance: _____ Adults: _____ Youth: _____ Total _____

Requested date (s): _____ Times: _____ to _____

Set-up date time: _____ to _____ Event Time: _____ to _____ Clean-up Time: _____ To: _____

(Clean up must be done on the day of the event.)

Police Officer: _____ to _____

APPLICANT INFORMATION:

Organization Name (if applicable): _____ Phone: (____) _____

Is Organization a Non-Profit entity? Yes No If Yes, non-profit number: _____

Applicant's name: _____ Phone: (____) _____

Alternate Phone: (____) _____ Email Address: _____

Address: _____ City: _____ Zip Code: _____

Employer's name: _____ Phone: (____) _____ Ext: _____

EVENT INFORMATION:

Circle the correct answer on each question.

Event open to the public? Yes No Will a caterer be used? Yes No

Will a fee be charged? Yes No Will refreshments be served? Yes No

Is this a fundraising event? Yes No Will wine/beer be served? Yes No

SAVE HARMLESS AND INDEMNIFICATION AGREEMENT

I/We, _____, hereby understand and agree to

(Print or type full name of Participant/Organization)

accept the risk of bodily injury and/or property damage which I/we may incur or cause a third party to incur as a result of my/our participation in any and all activities for which specific space has been reserved for specific times. This shall include, but not be limited to, assignment of time and space for regularly scheduled activities, sporadic use and one-time events. With this understanding, I/We further agree to indemnify, defend and save harmless the City of San Jose, its Boards, its commissions and their respective officers, agent and employees from and against any and all claims, losses, injuries, suits or judgments arising from or in connection with my/our function as a participant. I/We agree to this indemnification and save harmless for myself/ourselves, my/our successors, assigns, heirs, executors and administrators, and any other person or entities who/which may have claim based on my/our personal injuries and/or property damage. I/We further understand and agree that this save harmless and indemnification shall apply to any and all facilities that the City of San Jose may own and/or control

